



**City of Newark - City Council Meeting
Thursday – February 18, 2016 – 7:00 p.m.
Newark Municipal Building, 209 Hudson Street, Newark, TX 76071**

Agenda

1. Call to Order, Roll Call, and Announce a Quorum is Present

Mayor Pro Tem Wondolowski called the meeting to order at 7:00 p.m. on Thursday, February 18, 2016 in the Newark Municipal Building located at 209 Hudson Street, Newark, Texas and announced a quorum was present. Those present were: Mayor Pro Tem Mark Wondolowski, Councilmember Chris Raines, Councilmember Hans Wilson, Sergeant Anissa Satterfield, and City Administrator Diane Rasor.

2. Invocation and Pledge of Allegiance to the Flag – Mr. Ken Hatmaker delivered the invocation and Mayor Pro Tem Wondolowski led the pledge to the flag.

3. Citizen Comments – No comments.

4. Consent Agenda – Consider and act on the following items: A. January 21, 2016 Minutes, B. Accounts Payables from January 29 – February 13, 2016, C. Budget vs. Actual and Financial Statements, D. Staff Reports – City Administrator, Municipal Court, Animal Control, and Library

Councilmember Raines moved to accept the January 21, 2016 minutes, accounts payables, the financial statements, and staff reports; Councilmember Wilson seconded the motion. All approved. Motion passed.

5. Old Business

A. Update on the repair or removal of homes on Sandy Bass Lane.

Sandra Ray, the property manager, has been promoted to a new position. She introduced the new property manager, Yanira Torres, who will now be the City's contact. The agreement will remain in place for Ms. Torres to report to the Council each month until the remaining two (2) vacant homes are refurbished. Newark Ventures plans on moving ten (10) new homes into the Park in the near future.

B. Update and possible action on the cleanup of Tim's Auto Repair at 132 FM 718.

Mayor Pro Tem Wondolowski said some vehicles have been removed. Councilmember Raines said with the new code enforcement officer he would like for him to begin on correcting the problem immediately. Violation letters have been sent to the property owners and recently Mayor Van Wagner has had conversations with the property owners about bringing the property into compliance. Mayor Pro Tem Wondolowski said he wants one warning issued on each vehicle that is in violation, and if the violation is not corrected within ten (10) days, the citations will be issued for each vehicle in violation.

Mayor Pro Tem Wondolowski moved to issue warnings following the guidelines of allowing ten (10) days for the violations to be corrected and if not, then citation(s) being issued; Councilmember Raines seconded the motion. All approved. Motion passed.

C. Update and possible action on asbestos removal and demolition of the “Old Gym”.

Keith Burkholder, Sr. Structural Engineer with Teague, Nall, and Perkins, determined the gymnasium at 209 Hudson Street is structurally sound. He recommended the building be refurbished instead of demolished. There was discussion about including the question of refurbishing or demolishing the gym on the City survey when it goes out to residents.

D. Consider and act on appointing a Code Enforcement Official and discussion of his/her duties and expectations.

Micheal Satterfield introduced himself stating he was in the Navy for five (5) years, where he served as a military policeman. He has experience in code enforcement and has been a police officer with the City of Springtown for eight (8) months. He understands the issues the Council wants resolved and will begin working five (5) hours per week and more if needed.

Councilmember Wilson moved to appoint Micheal Satterfield as the Code Enforcement Official; Mayor Pro Tem Wondolowski seconded the motion. All approved. Motion passed.

6. New Business

A. Consider and act on waiving the permit fees for manufactured homes on Sandy Bass Lane in exchange for having them demolish and haul off two substandard homes on Deborah Drive. No action was taken on this item.

B. Consider and act on allotting more funds for code services secretary and code enforcement in general.

It was recommended to give the Code Enforcement Officer the leeway to set his hours for March to see how many he will need per week. He will be issuing warnings and citations, so a secretary shouldn't be necessary at this point. Mayor Pro Tem Wondolowski said code enforcement should be a process and wants an itemized budget before more funds are allotted.

C. Consider and act on "Survey Monkey" questions for citizens.

Surveying residents and citizens of the surrounding County will allow the City find out what is important to them and prioritize work that needs to be done. The City needs to determine what the purpose the survey will serve. Councilmember Raines volunteered to work on the questions to be asked. One question that should be on the survey is do the citizens know the Council meetings are the third Thursday of each month.

D. Consider and act on a City Facebook page.

Mayor Pro Tem Wondolowski wants the web site updated prior to any new media being added. No action on this item.

7. Adjournment – The meeting adjourned at 8:34 p.m.

APPROVED:

Gary Van Wagner, Mayor

Date

ATTEST:

Diane Razor, City Administrator